

Complaint/Commendation Form

Thank you for sharing your experience with us. Please let us know if we can assist you with completing this form. You may also submit this information online through our community portal at: www.eugeneor.gov/PoliceAuditor. Please complete this form to the best of your ability and return it to our office. Feel free to attach additional pages, documentation, photos, or other relevant information. ______ I would like to submit a:

Complaint

Commendation

Today's Date: Personal Information: You are not required to disclose personal information to submit a complaint, however if you do not leave us a method of contact we will be unable to follow up with you about the status of your complaint or request any additional information. ☐ Check here if you would like to **remain anonymous**. Please provide sufficient incident information below to ensure a thorough investigation. ☐ Check here if you are submitting a **third-party complaint**. This means the incident you are sharing happened to someone else, but all information provided, communication, and investigation follow-up will be through you. Name: _____ Date of Birth: _____ Gender:_____ Race/Ethnicity: _____ Mailing Address: _____ Phone Number: _____ Email: _____ If you are submitting a complaint, what is your preferred notification method? (Check all that apply) ☐ Phone/Text □ Email □None □Other **Incident Information:** Date of Incident: _____ Time of Incident: ____ AM/PM Location of Incident: Description of Involved Officers, including Name and/or Badge Number (if known): Summary of Incident (continued on back, attach additional pages if necessary):

Address: 101 East Broadway, Suite 230, Eugene, OR 97401
Phone: 541-682-5016 Fax: 541-682-5599 Email: policeauditor@eugene-or.gov



Summary of Incident (continued, attach additional pages if necessary):
What Happens Next:
We take our mandate to provide civilian oversight of the Eugene Police Department very seriously and any concerns are important to us. If submitting a complaint, it is important to understand that you may be contacted by an EPD supervisor as part of the investigative process. If you do not wish to be contacted you must let us know below. If you selected a preferred notification method, you will receive periodic updates about the status of your incident and how it was classified. EPD aims to have service complaints policy complaints, and inquiries handled within 30 days and investigations into allegations of misconduct within 60 days. You are welcome to contact an attorney at any time. This is an internal administrative process which does not serve as a barrier to any available remedies in court. Please reach out to our office at any point if you have additional information to share or have any questions or concerns.
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